



2007-2008
\$1.5 MILLION BEVERAGE CONTAINER GRANT PROPOSAL

QUESTIONS AND ANSWERS

Q1: The Work Plan portion of the proposal form states that we “must incorporate twelve months of CRV collection volume reporting in your work plan.” Is this meant to be monthly reporting, or can it be quarterly or one time annual?

A1: *The beverage container volume data collected monthly will be compiled and summarized for quarterly reports which are sent to the Department’s Grant Manager during the grant term. At the end of the grant term, a final report is required summarizing the project’s success and beverage container collection data.*

Q2: If a proposal for the purchase of equipment necessary to a program is awarded a grant, does the proposing entity retain ownership of the equipment being purchased with grant funds? If the state retains ownership, how may the proposing entity gain ownership at the completion of the grant period? Does any of this change if the state funds only cover a portion of the equipment cost, with the proposing entity covering the remaining amount?

A2: *The Department shall hold and retain, throughout the term of an agreement, rights to and interest in personal property, including equipment, purchased with funds provided through the agreement. In the event this agreement is terminated before full performance and completion of all activities, the grantee has 30 days to surrender possession of and any right to all such property specified in the Department’s written demand. If the grantee has complied with all terms and conditions of the agreement and has completed all obligations in the agreement, once the grant agreement has concluded and these determinations have been made, the Department will then relinquish to the grantee any and all rights to, and interests in, personal property, including equipment, purchased with funds provided through the agreement.*

Q3: If a proposal for the purchase of equipment that takes at least 6 months (possibly one year) to receive is awarded funding, can the evaluation portion of the grant take place in the year following the delivery of the equipment to the proposing entity?

A3: *Yes. A contract amendment would be necessary to extend the length of the agreement to allow 12 months of volume data to be collected.*

Q4: In the budget portion of the Proposal Form, the top section is to be used only for funds requested from the DOC, correct? Any other funds necessary to the project are listed in the “Matched Funding” area, correct? If an item to be listed in the budget form is only going to be partially covered by the DOC funds (such as an expensive piece of

equipment) then should the entire cost of the item be listed (as per item 2), or only a partial cost or partial item?

A4: *The top portion of the Proposal Budget Form is used to request funding from the Department. The Matched Funding or In-Kind Services Section is where you would show other funding sources or in-kind services. If an item to be listed in the budget is only going to be partially covered by the DOC funds, then only that partial amount should be listed in the Equipment Budget Section.*

Q5: If the proposing entity is contributing funds to the completion of a project, should that entity also be identified in the “Identify Partner(s)…” part of the Project Description Section of the Proposal Form? If so, is a letter of support from the proposing entity also required?

A5: *Yes. Partnerships may contribute in-kind services and/or leveraged resources. Whether financial or service related, partnerships demonstrate the organization’s commitment to the project. Partnerships, in-kind services and leveraged resources will strengthen your proposal because they add value. Letters of support from those partners should also be included with your proposal.*